

RESOLUTION NO. 2018-133

**RESOLUTION ACCEPTING A PROPOSAL BY KEY ENGINEERING GROUP, LTD.
FOR DESIGN ENGINEERING SERVICES FOR CRAWFORD PARK EXPANSION**

WHEREAS, the Village has acquired 8.3 acres of land adjacent to the existing Crawford Park with the intention of expanding the park; and

WHEREAS, the Village has recently approved a Parks and Open Space Plan which identifies needs for all of the parks within the Village; and

WHEREAS, the Public Works Director and Parks Commission issued a Request for Proposal for design services and received two proposals; and

WHEREAS, The Public Works Director and Parks Commission recommends awarding the project to KEY Engineering Group LTD., 735 North Water Street, Suite 510, Milwaukee, WI 53202, who submitted a proposal to complete the work as described in **Exhibit A** not to exceed \$55,875.; and

WHEREAS, KEY Engineering Group has agreed to negotiate pre-contract engineering costs in an effort to save money; and

WHEREAS, The Public Works Director, Parks Commission and Village Attorney will work to prepare contract documents;

NOW, THEREFORE, BE IT RESOLVED THAT the proposal by KEY Engineering Group LTD., in an amount not to exceed \$55,875 to complete the work as set forth in **Exhibit A** attached hereto and incorporated herein is hereby authorized and approved and that all Village officials, officers, and employees are authorized and directed to take such steps as are lawful and necessary in furtherance of the Agreement.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this 19th day of November, 2018.

VILLAGE OF CALEDONIA

By: James R. Dobbs
James R. Dobbs
Village President

Attest: Karie Torkilsen
Karie Torkilsen
Village Clerk



*Proposal for Design Engineering Services for
The Crawford Park Expansion
Village of Caledonia, WI*



Submitted To:

Mr. Tom Lazcano
Public Works Director
5043 Chester Lane
Racine, WI 53402



A Division of SET Environmental Inc.
735 North Water Street, Suite 510
Milwaukee, Wisconsin 53202
Phone (414) 224-8300
Fax (414) 224-8383

November 1, 2018

Village of Caledonia
Mr. Tom Lazcano
5043 Chester Lane
Racine, Wisconsin 53402

Reference: *Design Engineering Services Proposal*
Crawford Park Expansion
Village of Caledonia, WI

KEY ENGINEERING GROUP, LTD.
Proposal No. P2810019


Dear Mr. Lazcano,


Key Engineering Group, Ltd. (KEY) is pleased to submit this proposal for professional engineering design services for the Crawford Park Expansion project. The accompanying documents demonstrate our understanding of the project, our qualifications, and our commitment to deliver high quality expertise and services with an exceptional team. Our team consists of public engagement specialists, civil design engineers, award winning trail designers, architect, landscape architect, geotechnical specialists, State of Wisconsin assured wetland delineation specialist, and a local Caledonia resident.

KEY has teamed with all the sub-consultants on numerous very successful projects and feel this mix of talent is best suited to deliver an exceptional project for the Village. We have put together a group with tremendous technical expertise and knowledge to deliver your project in an economical and efficient manner. We welcome this opportunity to work with the Village on this exciting Village park expansion project.

By selecting the KEY team, the Village of Caledonia will have a partner dedicated to improving the quality of life for everyone in the Village and park users alike.

Respectfully submitted,
KEY ENGINEERING GROUP, LTD.


D'Arcy Gravelle, CPG, PG
Principal Hydrogeologist


Jeremy Hinds, P.E.
Senior Civil Engineer

Section 2 | Scope of Services, Understanding & Vision

Crawford Park currently is a 17.9-acre park located on Chester Lane, just north of 4 mile Road in the Village of Richfield. The park currently has two baseball diamonds, playground, shelter, walking trails, restrooms, a concession stand, picnic shelters, two tennis courts, two half-court basketball courts and two sand volleyball courts. The Village of Caledonia recently acquired 8.3 acres of vacant land adjacent to the existing Crawford Park for expansion. The proposed Parks and Open Space Plan recommends the following improvements to the park:

- Additional softball diamonds with lights
- Develop Community Center
- Additional Shelter with restrooms
- Add lights to ball diamonds, tennis and volleyball courts
- Develop walking trail
- Additional picnic areas
- Develop outdoor fitness area
- Develop amphitheater
- Develop full-court basketball courts
- Futsol Courts
- Develop Pickleball Court
- Develop Splash Pad / Water Park
- Add more restrooms
- Acquire 10 acres adjacent (Millenium Trust)
- Develop service road and parking areas
- Sledding hill
- Soccer Fields
- Ice Skating Rink
- Install Outdoor Lighting
- Biergarten
- All-season Shelter
- Dog Park with Pavilions

We value the importance of the deliverables titled “Plans, specifications, & Engineering Estimates.” We understand how to take a multi-discipline project, like your Crawford Park expansion project and assemble it into a thorough and cohesive PS&E. The plan set will include demolition and erosion control plans, lighting and grading plans, construction details, architectural drawings, planting plans, stormwater details, construction details, sequence of operations, and underground utility plans. The Specifications will be contained with a project manual that will contain Caledonia supplied front end documents, Caledonia supplied standard specifications, bid form, notice to bidders, project agreement, and other sections that define materials and payment terms.

The last part of the PS&E is the Engineer’s Estimate. KEY’s staff has a history of cost estimating accurately. Our staff has helped our clients figure out what their costs will be for financing and budgeting purposes on locally let trail jobs to large 80+ acre projects. We aim to have the contractor’s bid fall within a range that is 5% either way of our engineer’s estimate. The reason we have been able to repeat this estimating accuracy is due to our bid price tracking, project review and use of appropriate estimating software. We use all of the following tools to reign in our cost estimates; bid express, bid history spreadsheets, on-line resources and past project reflections.

The next two deliverable sections noted in the RFP will be briefly discussed here; Data, Permits and meetings. Our team contains surveyors who will conduct the topographic survey that will detail property corners, survey existing surface, and measure downs for sanitary and water main connections. The restrooms, shelters, biergarten and amphitheater/pavilion will have running sewer and water. Our plans will



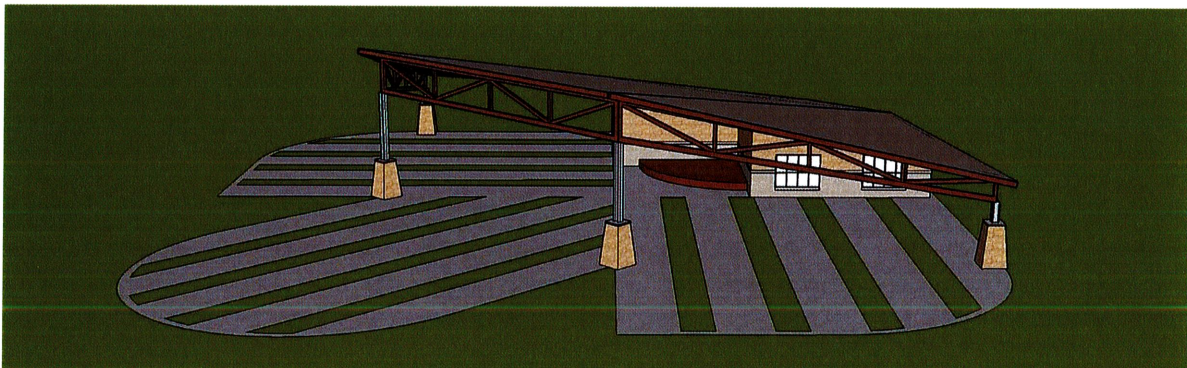
Section 2 | Scope of Services, Understanding & Vision

not leave design items to be figured out in the field but will detail how the connections are made to existing infrastructure and have a thorough Civil 3D conflict review.

Permits required for this project could include all of the following: WDNR NOI, WDNR Grading permit (within 500' of Klema Ditch), WI DSPS Building and Utility approvals, and the local permits for erosion control and buildings. KEY's staff has completed dozens of these permits across numerous projects.

The KEY Engineering team understands that in order to transition from the 2035 POSP and 22 potential improvements to one concept that roles into construction drawings, some meetings will need to be held in order to collect data and make decisions. Our team developed our fee for the project based on this grouping of meetings; kick-off or OPM meeting, 2 total public engagement meetings (PIMs), engineering review meetings, utility coordination meetings, plan set review meetings, Parks Commission Meetings, Utility Commission Meetings, and Village Board Meetings. KEY is prepared to attend up to 12 meetings on this project. A KEY component to the PIM meetings is to engage all interested stakeholders or grass-root programs. De Vor Communications will help our team complete that outreach.

Our proposal presents a grand vision of what the park could look like. Our team feels like the park could have a main focal point or gathering area and the convergence of the roadway network extensions and pathway extensions. We've teamed with Patera LLC. to provide structural design and architecture for the proposed buildings. Patera won numerous awards for their beautiful designs. They've been tasked with developing the rendering showing an amazing band-shelter concept. This building would have meeting or party rooms, restrooms, and a stage for concerts, presentations or major Village announcements. A variation of the Village symbol was the starting point for the Village design, shown with the alternating concrete and grass shapes. We excited to explore this concept or iterations of it more in the future.



KEY also teamed with InSite Landscape and Design to develop a comprehensive plan for the Crawford Park area. This master plan can be used as a tool and shared with SEWRPC and Village staff for planning and budgeting purposes. It can also serve as one of the concepts our team will present.

KEY is aware that budgets are tight with all municipalities. The need to explore and obtain grant monies can sometimes mean the difference doing a project and pushing it off further down the improvement program. KEY's project manager has a long history of providing his clients with cost offsetting grant monies

Section 2 | Scope of Services, Understanding & Vision

through multiple sources. Jeremy has pursued STP, LRIP, SRTS, CMAQ, TE and SMIP applications dating back to 2005, when he helped Manitowoc County obtain and use CMAQ funding to pave bike lanes, providing a connecting between the City of Manitowoc and the Denrock Trail. Funding reimbursement totaled approx. \$390,000.

Some other grant money success stories include:

- Village of Jackson was awarded CMAQ funding in 2007. Funding reimbursement totaled approx. \$600,000.
- Village of Jackson was awarded WDNR Recreation Trail funding in 2013. Funding totaled approx. \$45,000.
- City of Greenfield was awarded WDNR Recreation Trail funding in 2013. Funding totaled approx. \$45,000.

KEY is aware that Crawford Park's land was developed through the use of WDNR Stewardship funds. Jeremy is familiar with those applications and KEY suggests trying to obtain more of that funding. Furthermore, the Fund for Lake Michigan would be another source of grant money to use towards stormwater management infrastructure, given the close proximity to the Klema Ditch, which flows northeast into Lake Michigan.

KEY is aware of the long-range plans for this area of the village, which include a future police station expansion off the east side of the Village Hall and future property acquisition to expand the park and build within the already owned Village lands. That next phase is outside of this projects scope and would be considered a Phase III build out. We feel like this park expansion RFP is the 1st step to fully developing this area over the next 5-10 years. Our goal is to be a long-term partner in the implementation of this park. KEY will not simply assign your project a number and treat it like all of the rest. With our Project Manager being a Village resident and frequent park user, he and his team will treat it like their own.

Why KEY?

The KEY team has completed dozens of projects together (same group of staff) on similarly sized projects with great success. The KEY team is an exclusive team containing staff that you will not find on another team. This group of professionals was specifically paired to deliver the Crawford Park Expansion project. Our team understands that the Village wants to expand the park knowing it has a vast amount of options to fill a limited space. Our team understands how to engage effectively, how to design efficiently and cost effectively, and we bring a local vested interest to the team with our Caledonia resident project manager. We look forward to hearing from the selection committee and are mutually excited about what can be realized within this park.



Section 3 | Preliminary Project Schedule

Crawford Park Expansion Project

TASK	DATE
Firm Selection	Monday, November 12, 2018
Project Award Village Board Meeting	Monday, November 19, 2018
Project Meeting – Kick-off Meeting	Wednesday, November 21, 2018
Field Survey	Tues & Wed, December 4 & 5, 2018
Conceptual Plans Submittal	Tuesday, December 18, 2018
Parks & Recreation Commission Meeting	Tuesday, January 8, 2018
PIM #1 Present Concepts for Public Comment	Wednesday, January 16, 2019
Public's review & comment period – 2 weeks	January 16 to January 29, 2019
Village Board Meeting (Choose Concept)	February 4, 2019
Preliminary Design – 30 days	Tuesday, March 5, 2019
Parks & Recreation Commission Meeting – 60% Plans	Tuesday, March 12, 2019
60% Review Meeting (Utilities, WDNR, stakeholders)	Tuesday, March 12, 2019
PIM # 2 – Presentation of chosen concept	Wednesday, March 13, 2019
Planning Commission Meeting	Monday, March 25, 2019
Final Design – 60 days	
Utility Coordination, Permitting & Local Coordination	March – April 2019
90% Plans & Estimate submittal to Village	Tuesday, April 30, 2019
Wetland Assessment	Spring 2019
90% Review Meeting	Tuesday, May 7, 2019
Parks Commission Meeting	Tuesday, May 7 2019
Final PS&E Submittal	Wednesday, May 15, 2019
Letting/Permitting	May 2019
Construction	Summer / Fall 2019

The proposed schedule in the RFP is rather aggressive and we have assembled a team willing to allocate the necessary staff and resources to meet the Village goals. This commitment is based on the Village fulfilling its obligations for input from commissions and/or the board participation in the planning, review, and approval process as necessary and in a timely manner for us to satisfy the schedule.

The schedule proposed above is slightly different than the schedule proposed in the RFP because it incorporates dates to include the Parks & Recreation Commission, Planning Commission, and public involvement in the process on scheduled meeting dates. Key has 15 technical staff and engineers on staff, with a minimum of four engineers and technicians ready



Section 3 | Preliminary Project Schedule

to perform concept, engineering plan, and deliverable preparation. KEY teamed up with sub-consultants for an additional eight professionals pledged the same commitment to deliver this project on budget and schedule. There are two professionals assigned with the responsibility of public outreach and involvement services. We have an experienced and talented architect ready to provide architectural renderings and construction documents for building components as well as a very talented landscape architect to assist with planning and landscape elements. KEY has excellent relationships with geotechnical consultants and a State of Wisconsin assured wetland delineator willing to consider this project a high priority. All these relationships assure a seamless cooperation to deliver a very high-quality project on-time and within budget.

Key Engineering staff meet weekly to discuss projects, resources allocation and deliverables. During these discussions, Project Managers share needs and schedule concerns. Task assignments are adjusted during these meeting to ensure timely submittal of deliverables. We are prepared to work nights and weekends and utilize as many of our staff as needed to fulfill our commitment. We are fully staffed and prepared to meet all agreed upon schedule commitments.

KEY currently has several small projects and a few larger projects within different phases (concept, design, construction, ect.) of the project. All our existing projects are on schedule. The few that are not were delayed by extenuating circumstance beyond our control. The timing of this project fits in to our current project load and is not expected to cause any hardships on our ability to deliver quality service and products. KEY promises to consider this project a high priority throughout the life of the project.

Section 4 | Qualifications & Related Project Experience

Our team prepared a concept for the park including a park pavilion to demonstrate our enthusiasm and ability to help the Village achieve its goal. The pavilion feature could be a central gathering space within the park. Our approach consists of developing a minimum of three innovative and creative alternatives for Village and public consideration based on prioritization of desired amenities and working within the site constraints. Village staff and public input will be utilized to create a final plan. The goal of the public involvement phase of the project consists of informing and communication to develop a consensus on the best alternative. KEY shall move into design phase upon acquiring consensus on the final alternative from the Village and its residence.

All KEY designs are prepared with the cost of construction and ease of construction in mind while complying with local standards and regulations. We pride ourselves in our ability to consistently develop plans that minimize construction costs while balance the needs and intent of the project. We accomplish this by using existing site conditions to establish a grading plan with the least amount of grading required. This approach also contributes to reduced construction time. The public outreach team prides itself in maximizing public interest and input through creative and engaging displays, brochures, and informative materials.



Section 4 | Qualifications & Related Project Experience

The following related projects highlights similar projects completed with great success.

Brookside Meadow Park (Rose Innovations Playground), City of Greenfield, WI

Contract Period: Spring 2013 to Fall 2013

Firm's Fees on Project: \$10,000

Client Contact: Scott Jaquish, Park & Rec. Director

Email: Scott.Jaquish@greenfieldwi.us

Phone: 414.329.5370



The City of Greenfield utilized a large donation from the nearby inventor of the Knockout Rose to create the Brookside Meadow pocket park. Jeremy's team developed the site concept, engineering plans and coordinated the project and permitting.

The park playground area is roughly 6,000 square feet, and surrounding parking lot and green space totals 1.75 acres. The scope of work included permitting, bid assistance and letting,

site layout, grading, planting plan, erosion control and client and contractor coordination. The Brookside Meadow Park opened in late Fall 2013 and is located at 4901 S Root River Pkwy, Greenfield, WI 53228.

Cross-Town Connector Trail, West Allis, WI

Contract Period: May 2010 to August 2015

Firm's Fees on Project: \$353,405

Client Contact: Peter Daniels, City Engineer

Email: pdaniels@westalliswi.gov

Phone: 414.302.8374

The City of West Allis received a Transportation Enhancement grant for the design and construction of approximately 4.9 miles of an off-road bike and pedestrian trail along with an on-road bike route. This project installed on-road bike route signage through the City of West Allis downtown district. Key's PM, Jeremy, assumed the project manager role prior to the 30% stage, with 60% of the budget exhausted. His team delivered the Final PS&E and met the budget numbers at project completion. The project scope included field survey, preliminary and final design, an environmental report, hazardous materials Phase I report, utility coordination, storm water design, agency coordination, railroad coordination (including OCR hearing), public involvement, project coordination meetings, right-of-way determination, preliminary and final structure design, and PS&E documents for construction. Jeremy's team also provided engineering oversight during construction, which was completed in early 2014.



Section 4 | Qualifications & Related Project Experience



This project faced several obstacles prior to construction and was able to proceed with deliverables that were phased to avoid losing funding. The project included extensive drainage considerations, tight right-of-way, extensive utility coordination with ATC, and a locally let bid package with Local Program Management Consultant oversight.

The team coordinated with at least a half dozen utility companies within this We Energy owned right-of-way. Grading adjustments during the design phase saved the City of West Allis compensable utility fees due to

relocation. KEY's trail design experience will be instrumental in developing more trails within the future park expansion. We'll ensure that necessary drainage patterns are preserved while improving other areas through new grading efforts.



This project was recognized by ASCE Wisconsin with an Engineering Achievement Award for projects with Construction Cost under \$2 Million.

South Milwaukee High School Concession stand, City of South Milwaukee, WI

Contract Period: 2007

Client Contact: John Lange – South Milwaukee Legacy Committee

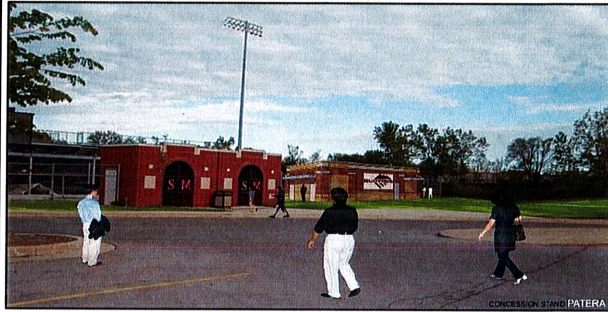
P.O. Box 404, South Milwaukee, WI 53172

Phone: 414.975.5213

Funding for a new concession stand and team pavilion to house team locker rooms was donated by the South Milwaukee High School Booster Club. Patera LLC. Architects was tasked with complete Architectural and Structural Engineering services for both buildings.

The new buildings were designed to be harmonious with the existing buildings on the property. Through numerous design meetings and 3-D rendering presentations, final drawings were prepared for construction.

Section 4 | Qualifications & Related Project Experience



The concession stand building is a single story, masonry framed structure of approximately 1,000 s.f. This structure houses the main concessions room and the public restrooms. The building materials are a blend of brick in varying colors and façade features to help create visual character. The team pavilion structure is a single story, masonry building of similar architectural character. At nearly 1,900 s.f., this building houses both home and guest locker rooms, team restrooms, booster club room, and a referee room.

Master planning of Carroll University Phases II, IIIA, IIIB and IV

Contract Period: May 2010 – October 2015

Firm's Fees on Project: \$72,000

Client Contact: Ron Lostetter, Vice president of Finance, Carroll University Waukesha

Email: rlostetter@carrollu.edu

Phone: 262.524.7316

InSite landscape architects redesigned pedestrian walking paths, connections to buildings, parking lots and other campus venues. New Wayfinding signage template was created and was replicated throughout campus including a new semi-circular monument sign incorporating an accessible ramp on one side and steps on the other. Additionally, we designed the Crofts Morava Pavilion and parking lot overlooking the new NCAA regulation women's softball diamond and track and field along with retaining walls with geo-foam, stairs and team support building.



Section 4 | Qualifications & Related Project Experience

IH 94 N-S Freeway Plans Off Shelf, North-South Freeway Corridor, Racine County

WisDOT ID: 1030-20-15

Contract Period: SEP 2017 – SEP 2018 (current project)

Firm's Fees on Project: \$96,981

Client Contact: Steve Hoff– WisDOT PM, 141 NW Barstow St., Waukesha, WI 53188

Email: Steve.Hoff@dot.wi.gov

Phone: 262.548.6718

Ms. Andreoli is currently the PI Construction Lead for the I-94 N-S Project's North Segment (County G north to College Avenue) and is assisting the PI Project Lead with the production of all public outreach materials. Her responsibilities include creating weekly closure schedules for public notice on Social Media; working directly with affected businesses on temporary signing and directional sheets; organizing public involvement, neighborhood and business meetings; and coordinating meetings with elected officials and key stakeholders as needed throughout the project. In addition, she prepares and communicates weekly updates for the WisDOT Region Director regarding all ongoing I-94 N-S reconstruction and adjacent projects.

Foxconn Development Roadways, Racine County, WisDOT ID: 1320-25-00

Contract Period: November 2017 – December 2020 (current project)

Firm's Fees on Project: \$366,000

Client Contact: Steve Hoff– WisDOT PM, 141 NW Barstow St., Waukesha, WI 53188

Email: Steve.Hoff@dot.wi.gov

Phone: 262.548.6718

Ms. Andreoli is assisting the Construction PI Lead with the development and distribution of project print and electronic communication materials to support project outreach for the Wisconn Valley Development Roads Project. Ms. Andreoli is responsible for organizing public involvement meetings, individual business and neighborhood meetings, and coordinating meetings with elected officials and key stakeholders as needed throughout the project. Additionally, she works directly with businesses on temporary business signing and directional sheets individualized for each organization.

Section 4 | Qualifications & Related Project Experience

Orchard Road Donges Bay Road Intersection STH 145 Washington County, WI

Contract Period: July 2011 – August 2015

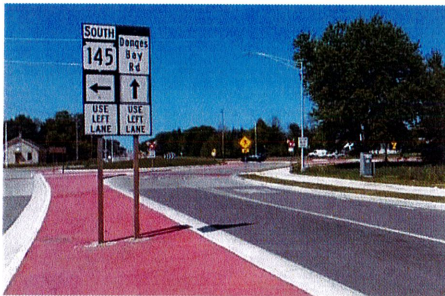
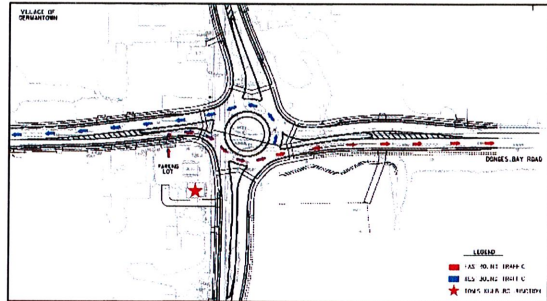
Firm's Fees on Project: \$314,000

Client Contact: Nguyen Ly– WisDOT PM, 141 NW Barstow St., Waukesha, WI 53188

Email: Nguyen.Ly@dot.wi.gov

Phone: 262.548.8739

WisDOT and the Village of Germantown constructed a roundabout at the intersection of WIS 145 and Donges Bay Road in 2016 to account for proposed development to the North and East of the intersection. The WIS 145 project had to account for a historic school house in the southwest corner of the intersection, a tavern in the southwest corner, just south of the schoolhouse, and a design iteration going from a 2-lane ultimate build to a single lane interim construction. The tavern owner was also against the project and was vocal about her concerns and opposition. The team produced a laminated set of drawings used with patrons of the tavern ahead of the roundabout to provide direction traversing the roundabout to get to their favorite establishment.



The project also included a navigable stream in the southeast corner of the project, which required relocation. The team assembled and delivered a separate LET or bid package for that project which was constructed one year in advance of the roadway. The water quality concerns and attention to impacts on the stream effort is similar to careful consideration the Crawford Park project has with the nearby headwaters of the Klema Ditch.

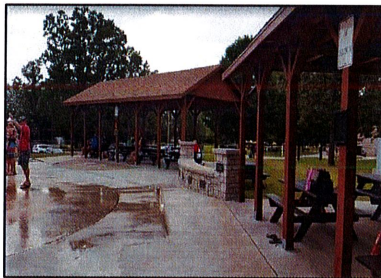
Nixon Park Pavilion, Village of Hartland, WI

Contract Period: 2013

Client Contact: Jim Schneeberger – Kiwanis Club of Greater Hartland, 649 Industrial Court, Hartland, WI 53029

Phone: 262.367.8545

The Village of Hartland had recently created a new water feature, the “Lake Country Rotary Splash Pad” for children to play and splash in. Patera LLC. was hired for Architectural and Structural Engineering



services to create two structures to compliment this new kid's play area. A simple design was created that complements the existing park setting. Construction details were carefully considered to make this structure easy to build by members of the Kiwanis Club. These pavilions are a single story, wood framed structure of approximately 750 s.f. each. They are an open walled structure used by the public for various picnic table seating and civic uses. The exposed wood framing creates a rustic feel that blends



perfectly with the natural park surroundings.

Section 5 | Sub-consultants



InSite Landscape Design, Inc. is a young, dynamic, landscape architecture firm that emphasizes design excellence, innovation and quality service to all our clients. We have an extensive portfolio of projects that include commercial, retail mixed-use, health care campuses, municipal, D.O.T., educational, parks, recreation, and both residential home and landscape design. InSite is currently working with Key on projects in Elkhorn, Franklin, Oak Creek, Brookfield and Pewaukee.

Patera LLC. is a group of talented architects with a passion for over achieving. As an established practice, Patera has a proven reputation for delivering a high level of customer satisfaction and creativity. Patera specializes in all aspects of building design. From new construction to remodeling needs, Patera is adept to working in various commercial construction sectors; Offices, Restaurants, Retail spaces, Financial Institutions, Condominiums, Apartments, and Custom Homes.



Founded in September of 2003, Patera is a full-service Architectural and Engineering firm specializing in comprehensive design and planning services. Our approachable and knowledgeable staff consists of licensed Architects, Structural Engineers, and professional design staff energetic about making your dreams reality. With both in-house design and Engineering services, Patera streamlines the planning process by allowing unbinding brainstorming discussions between all project design team members. We strive for perfection with every new challenge and opportunity.



DE VOR COMMUNICATIONS, LLC is a full-service public involvement firm headquartered in Germantown, Wisconsin. The firm, which opened its doors in May 2016 is headed by Cynthia De Vor. Ms. De Vor has over 23 years of experience in communications, public relations, public involvement and outreach, marketing, photography, administrative services and public involvement meetings and event planning.

The firm's focus is to provide high quality public outreach and information programs for multi-modal transportation, construction and development projects for both the private and public sectors. Cynthia worked with Mr. Hinds on the West Allis Trail Phase 2 bridge over Highway 100.



Section 5 | Sub-consultants



Wetland & Waterway Consulting, LLC (WWC) is an environmental consulting firm providing environmental permitting services, site assessments, wetland delineations, and planning advice. WWC was established in 2002 by its principal environmental scientist, David Meyer. Mr. Meyer obtained a master's degree in Natural Resources Management from Southern Illinois University-Carbondale in 1977 and has held both technical and administrative positions in wetland and water resources specialties with the Wisconsin Department of Natural Resources and the U.S. Army Corps of Engineers. He has satisfactorily completed the Reg IV Wetland Delineation training offered by the U.S. Army Corps of Engineers. Mr. Meyer is recognized by the Wisconsin Department of Natural Resources as an Assured Delineator.

GESTRA Engineering is a consulting firm specializing in geotechnical, subsurface exploration and construction materials engineering. GESTRA was founded in 2000 to provide the Government, Municipalities, Engineers, Architects and Contractors with high quality and cost-efficient engineering services. Our projects range in size and complexity from large development and infrastructure projects to small challenging assignments. Our geotechnical exploration and engineering services help engineers, architects and developers in selecting a suitable site, understanding the anticipated problems, determining the most suitable foundation type and earthwork solutions.



Section 6 | Qualifications & Capabilities

Jeremy Hinds, PE

Project Manager, Senior Engineer

Mr. Hinds brings over 15 years of experience as a municipal & site civil design engineer having designed and managed numerous projects for local municipalities, counties and WisDOT. His experience includes park design and planning, trail design, grading & site plans, utility coordination, sub-consultant coordination, roadway design, pavement design, drainage and hydraulic design, traffic control, ACOE, WDNR and local permitting, environmental reports, design study reports, local bid letting and PS&E submittals. He has led everything from a local pocket park design and construction to the design of IH-94 north-south in Racine County. Jeremy has the experience to design all projects, small and large. He stays current with the latest industry updates in order to properly incorporate changes and add value engineering efforts to save our client time and monies. Jeremy is very conversant with the Village of Caledonia plan review efforts having been a storm water commission member for the Village of Caledonia between 2012 and 2017.



Deb Tarnow, PE

Quality Assurance, Site Development Group Leader



Ms. Debra Tarnow has over 25 years of experience working in transportation and land development having completed projects for WisDOT, local municipalities and private developments. Ms. Tarnow's experience includes roadway design, pavement design, drainage and hydraulic design, traffic control, utility coordination, ACOE and DNR permitting, NEPA compliance, and public and municipal involvement while working as a project manager at the Wisconsin Department of Transportation. Her Knowledge includes roadway reconstruction, highway expansion, complex innovative intersection design, resurfacing, and rehabilitation, pavement marking, and erosion control. Deb has worked as the Key Engineering Site Development group leader for the last year and has completed dozens of jobs with the same

designs tasks that the Crawford Park Expansion Project contains. Her leadership and oversight will ensure timely delivery of concepts, quality and complete design documents, and effective communication with stakeholders, residents and Village staff alike.

Section 6 | Qualifications & Capabilities

Rob Newell

Site Designer, Park Grading, Plan Production



Mr. Newell is a Civil Site Designer at Key Engineering Group, Ltd. Mr. Newell has been involved in civil site design and transportation projects over the past 10 years. Mr. Newell is well experienced in designing local roadways, commercial sites, industrial sites, and storm water management facilities. Mr. Newell has experience designing dozens of local and private developments. Mr. Newell's design work has included feasibility studies, earthwork balancing, utility design, construction inspection, traffic control design, and permitting. Mr. Newell has substantial experience in addressing topography and grading concerns, utility conflicts, and total site layout with AutoCAD Civil 3D and other design programs. Mr. Newell also has substantial experience interfacing with elected officials and members of the public to help promote and coordinate projects to best serve communities.

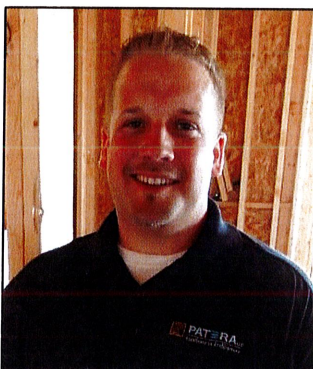
Marc Passarelli, P.L.S.

Lead/Senior Surveyor

Mr. Passarelli has over 18 years experience in the surveying field, both in field work and survey drafting. He received his Professional Land Surveyor in 2007 (PLS#2817). Projects included Boundary analysis, Deed interpretation, Plats of survey for both residential and commercial property, Certified Survey Maps (CSM), subdivisions, ALTA/NSPS Surveys. His experience also includes creation of legal descriptions and construction staking. Notable jobs include projects for MSOE, Summerfest Grounds and the Air National Guard in Milwaukee. Marc's accurate breakline survey and accurate survey of the existing poorly

Nathan Remitz

Architect



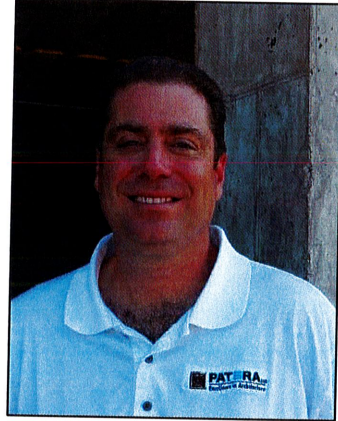
Mr. Remitz is an architect with 18 years experience, 14 of them with Patera. Nathan has a Bachelor of Science - Architectural Sciences degree from the University of Wisconsin-Milwaukee and is licensed in both the State of Wisconsin & Texas. Nathan's expertise includes the following; multifaceted commercial design; Retail developments, Restaurant and Hospitality, Financial institutions, Offices, and Residential needs.

Section 6 | Qualifications & Capabilities

Owen Lavin

Architect

Owen is the founder of Patera, starting the business 15 years ago. He has 24 years of experience and has a Bachelor of Science - Architectural Sciences degree from the University of Wisconsin-Milwaukee. Mr. Lavin's focus has been forming and fostering positive relationships with both local municipalities and private developers to create a wide variety of structures. His vast experience in multi-family developments, community development projects, and Residential design.



Rachel Andreoli

Public Involvement Leader



Rachel Andreoli has a Bachelor of Science in Marketing, and a Minor in Business Management. Ms. Andreoli has over nine years of experience working directly with the public. Rachel's knowledge includes social media, marketing, branding, communications, public relations, and meeting coordination. She holds a strong degree of professionalism and commitment to the public, and she has the ability to handle sensitive and confidential information with a high degree of discretion. Ms. Andreoli has a proven ability to communicate efficiently and effectively, has analytical and organization skills with dedicated attention to detail.

Cynthia De Vor

Public Involvement Assistance / Quality Control

Ms. De Vor is the owner of De Vor Communications, LLC and has over 23 years of experience in the communications, public relations and marketing industry. Ms. De Vor has extensive knowledge with public involvement and community outreach which has proven effective for many high-profile projects she has represented. Her focus is to provide high quality public outreach and information programs for multi-modal transportation, design, construction and development projects with private developments, WisDOT, and local municipalities. Ms. De Vor has won a number of awards over the years for her accomplishments on projects such as the Daily Reporter's Top Projects for Rawson Avenue Bridge Reconstruction Utilizing SPMTs, Golden Shovel awards for the STH 20 reconstruction project, and for Succession Planning.



Section 6 | Qualifications & Capabilities

Dave Meyer

Assured Wetland Delineator



Dave is a certified wetland delineator in the State of Wisconsin. Mr. Meyer has been working in the environmental industry for 40 years, working for the WDNR, EPA, Department of Energy, ACOE and ultimately his own firm which he has run since 2002. Dave has worked with Key on numerous projects requiring delineations. Most recently Dave completed a delineation and report with Jeremy on a 30-acre E&M subdivision in Elkhorn, WI. Dave helped us with adjacent wetlands along a floodplain and nearby WisDOT ditch-line and an internal isolated wetland which we were able to obtain a fill permit for. The isolated wetland was farmed and was under 0.10 acre. Dave will inspect the park expansion lands for any of these isolated wetland features as well as man-made wetlands within the existing park.

Michael Davis

Landscape Architect



Michael has been involved in a vast array of different types of landscape design, site master planning & urban design projects since 1989. His design skills include retail streetscape design, sustainable landscape design, multi-phase healthy land management for commercial, retail & housing projects, institutional and educational, healthcare and therapeutic gardens design, historical preservation & restoration, residential landscape design & outdoor rooms. His primary objective is to ensure environmental, cultural & aesthetic value for each project undertaken & specifically tailor a design solution to compliment the dynamics of each project. Mike currently is the Vice-Chairman of the Parks and Recreation Commission where he has been involved since 2001.

Section 7 | Cost

Park Expansion Design Services Costs

Design Task	Staff Assigned	Approx. Design Hours	Fee
Project Survey	Marc P. & Survey Crew	22	\$3,500
Project Meetings (12)	Jeremy H., Deb T.	30	\$3,675
Public Engagement / Stakeholder Consensus Building	Cynthia D., Rachel A. & Jeremy H.	34	\$4,000
Three Concept Site Plans	Rob N, Jeremy H. & Deb T.	80	\$8,400
Three Concept Color Renderings	Mike D., Jeremy H., Deb T.	42	\$4,000
Selected Alternative Engineering Design, landscape, lighting, and irrigation	Mike D., Jeremy H., Deb T., Rob N.	310	\$32,300
TOTAL		458	\$55,875



STANDARD FEE SCHEDULE

LABOR

Research Project Assistant	\$58.00/Hour
Field Specialist	\$72.00/Hour
CAD Specialist	\$85.00/Hour
Project Manager (Junior Level)	\$93.00/Hour
Registered Land Surveyor	\$105.00/Hour
Project Manager (Civil)	\$105.00/Hour
Project Manager (Level One) (Environmental)	\$116.00/Hour
Certified Hazardous Materials Manager	\$125.00/Hour
Project Manager (Level Two) (Environmental)	\$137.00/Hour
Certified Industrial Hygienist	\$147.00/Hour
Senior Project Manager.....	\$153.00/Hour
Survey Crew	\$158.00/Hour
Principal	\$168.00/Hour

EXPENSES

All Subcontractors to Complete each Project	Cost + 18%
Asphalt Patch	\$30.00/Bag
Bentonite	\$20.00/Bag
Colorimeter (Hack)	\$10.00/Day
Concrete	\$10.00/Bag
Digital Camera	\$5.00/Day
Disposable Bailer	\$10.00/Well
Drum(s) (55-Gallon)	\$50.00/Each
Field Pilot Equipment	\$25.00/Day
Field Scale (Electronic)	\$25.00/Day
Generator	\$40.00/Day
GPS	\$40.00/Day
Grinder	\$50.00/Day
Bosch Hammer Drill	\$50.00/Day
DeWalt Hammer Drill	\$250.00/Day
Milwaukee 18V Hand Drill	\$40.00/Day
Hand Auger	\$15.00/Day
Level C PPE	\$75.00/Day
Level D PPE	\$10.00/Day
Level D PPE Modified	\$50.00/Day
Multi Gas Monitor	\$100.00/Day
Magnetic Locator	\$100.00/Day
Manometer	\$50.00/Day
Mileage	\$1.00/Mile
Oil/Water Interface Meter	\$70.00/Day
Per Diem	\$150.00/Day
Peristaltic Pump and Tubing	\$50.00/Well
Photoionization Detector	\$200.00/Day
Portable Soil Probe Equipment	\$150.00/Day



STANDARD FEE SCHEDULE

Portable Shop Vac	\$25.00/Day
Rental Equipment	Cost + 18%
Total Station Surveying Equipment	\$125.00/Day
Water Level Indicator	\$20.00/Day
Vapor Pin	\$100.00/Each
Water Sampling Filter	\$20.00/Each
Well Cover Pipes (Stand up and Flush Mounts)	\$140.00/Well
Well Development Pump with Tubing	\$25.00/Day
Well Locks	\$15.00/Each
Well Plugs	\$30.00/Well
Well Sampling Equipment	\$50.00/Day
Well Sampling Filter	\$35.00/Well
Well Sampling Pump (50-feet)	\$100.00/Day
Well Sampling Pump (150-feet)	\$125.00/Day

Revised October 4, 2018

Section 8 | References

Brookside Meadow Park

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